

MEMORIAL HALL LIBRARY BOARD OF TRUSTEES MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, January 14, 2015, 4pm Minutes Approved: February 11, 2015

Location: Admin Conference Room, Memorial Hall Library, 2 N. Main St, Andover

Agenda -- Trustees Meeting, January 14, 2015

Minutes

Approve December minutes

Treasurer's Report(s)

Accept December Treasurer's report(s)

Public Comments

None scheduled

Director's Update

- Trustees Room "renovation"
- FY16 budget
- Buzz's retirement
- Staff retirements

Assistant Director's Report

Landscape planning

Old Business

Valuation of art work for insurance purposes

New Business

Patron survey

Adjournment

Next meeting(s):

February 11 March 11 April 8 May 27 Trustees Tea



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Minutes - Trustees Meeting, January 14, 2015

Library Minutes

Date: Wednesday, January 14, 2015

Present: Karen Herman, Tony Straceski, Mark Yanowitz, Larry Lamagna, Carolyn

Fantini, Molly Foley, John Hess, Beth Mazin, and Susan Katzenstein.

Minutes: The Minutes of the December meeting were accepted.

Treasurer Report: The Treasurer's Report as of December 31, 2014 was accepted.

Public Comments: None Scheduled

Director's Update

Trustee Room renovation

Beth and Vicki are sprucing up the Trustees Room so that more small meetings might be held there (10—12 people). They've installed new shades, ordered new tables, will paint the walls, will move the plaque with former trustee names into the room and will perhaps add a framed photograph of all living Trustees.

• FY16 Budget

Beth has proposed a modest increase in the library budget for FY16 which includes salaries, expenses, including higher costs for utilities.

The Board voted approval of the proposed budget for FY16.

• Buzz's Retirement

Many accolades were made in reference to the retirement of Buzz Stapczynski.

• Staff Retirements

Mary Beth Bevacqua, long time Children's Room employee, will be retiring in April. Nancy Richards, long time library manager, will be retiring on June 30th.

Assistant Director

• Deputy Director of Public Works

Susan reported that Beth, Vicki, Stefani and she had a meeting with Marc Fournier, the new Deputy Director of Public Works (includes Parks and Grounds). They spoke of many cooperative projects with Marc including a pilot project on recycling where the library will be a model for the Town.

• Landscape Planning



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Samantha's Gardens will be hired to maintain the library's gardens and patio for \$6000 a year including holiday lighting.

Old Business

Art Inventory
 Beth reported that most of the data gathering is completed and that it is now time to get Skinners involved.

New Business

- Patron Survey
 Beth will send a link out on the website for the patron survey.
- Beth will send a card to Rusty Dunbar (former Trustee) in sympathy for the death of her husband, Doug. The Trustees will plan to do something in his honor at a later date.

Adjournment at 5:30 pm.

The next meeting will be Wednesday, February 11, 2015 at 4pm.

Respectfully submitted, Carolyn Fantini, Secretary